

**JEYAH MONROID LORENZANA**

Flat 21, Building 986,  
Road 826, Block 308, Gudaibiya,  
Manama, Kingdom of Bahrain  
Passport: P5767667A  
CPR: 970630751  
Mobile: 32231998  
[lorenzana.jeyah10@gmail.com](mailto:lorenzana.jeyah10@gmail.com)

**OBJECTIVES:**

To be part of a company that provides an atmosphere of mutual growth and benefits, where I can enhance my working capacities, professional skills and to serve the company in the best possible way with full determination and commitment.

**PERSONAL INFORMATION:**

Date of Birth	:	June 10, 1997
Place of Birth	:	Davao City, Philippines
Gender	:	Female
Nationality	:	Filipino
Height	:	157 cm.
Weight	:	119 lbs.
Civil Status	:	Single
Language can speak and write	:	English/Filipino/Bisaya

**EDUCATIONAL BACKGROUND:**

Tertiary	:	University of Mindanao Matina, Davao City, Philippines Bachelor of Science in Tourism Management 2018 (Year Graduated) College Diploma
Secondary	:	Malabog National High School Malabog, Davao City, Philippines 2014 (Year Graduated)
Primary	:	Malabog Central Elementary School Malabog, Davao City, Philippines 2010 (Year Graduated)

**CERTIFICATES:**

- National Certificate II - Passer of Front Office Services
- National Certificate II - Passer of Tourism Promotion Services
- Certificate of Completion of Six Hundred (600) hours of On-the-Job Training

**WORK EXPERIENCES:**

- **Sales Representative**  
Azza Fine Jewellery International Enterprise CO. W.L.L  
Hoora Avenue, Manama, Kingdom of Bahrain  
November 2019 – January 2021

- **Sales Person / Cashier**

Malabog Cooperative Store  
Davao City, Philippines  
December 2018 – August 2019

- **Airport Customer Service Agent (Mishandled Baggage)**

Dnata Travel Inc.  
Clark Freeport, Angeles, Pampanga, Philippines  
(On-the-Job Training)  
July 2018 – September 2018

**SKILLS/INTEREST:**

- Good in English oral and written communication
- Anticipating the needs of customers
- Can maintain high standard of work under pressure
- Always eager to undergo trainings to learn and to enhance Skills
- Flexibility to understand when to follow directions and when to lead
- Can Perform Office Work

**REFERENCES:**

**Ms. GLORIA PEREZ**

Section Supervisor  
Carrefour Hypermarket  
Seef Mall, Arad,  
Manama, Kingdom of Bahrain  
Mobile: 33836993

**Ms. MARIA CRISTINA ESPINO**

Insurance Cashier  
American Mission Hospital  
P.O. Box 1, Manama,  
Kingdom of Bahrain  
Mobile: 37737411

**Ms. ANA NOVELLE SANCHEZ**

Tourism College Teacher  
University of Mindanao  
Davao City, Philippines  
Mobile: 09120539536

I hereby declare that the above statements are true and correct.



**JEYAH M. LORENZANA**

Applicant